



Maryland Department of
Juvenile Services
Treating • Supporting • Protecting

One Center Plaza
120 West Fayette Street
Baltimore, MD 21201

Anthony G. Brown
Lt. Governor

Martin O'Malley
Governor

Donald W. DeVore
Secretary

September 17, 2009

Re: 10-JS-012 – Written Solicitation For A Youth And Family Outreach Program On The Upper Eastern Shore Of Maryland

Dear Potential Bidder:

The Maryland Department of Juvenile Services, an Executive Department of the State of Maryland, hereinafter called "the Department," "Juvenile Services" or "DJS," is interested in obtaining Bids to operate a youth and family outreach program for the Upper Eastern Shore counties of Maryland. Youth and families residing in the following counties shall be served by the program: Caroline, Cecil, Kent, Queen Anne's and Talbot.

The youth to be served shall be male and female, ages ten to eighteen who may be first time offenders, who are at risk of residential placement or who are transitioning to the community following a residential placement. Typically, the youth may exhibit irresponsible actions, poor judgment, socially inappropriate value systems, lack of self-discipline, poor self-concept, a need for immediate gratification and egocentric behavior. The program shall serve an average daily population of ten youth. The average length of stay shall be six months.

Bidders have the option of bidding on providing services to one or both area subdivisions, up to all five locations as specified on the Bid Pages.

The Contract awarded shall be for a period of six months beginning on or about October 5, 2009 through April 4, 2010.

The Contract award will be made under Small Procurement Regulations COMAR 21.05.07.

There will not be a Pre-Bid Conference for this procurement.

Bids for this Written Solicitation are to be submitted to the Procurement Officer by October 1, 2009, no later than 3:30 p.m. to Denise Anderson, Office of Procurement, Department of Juvenile Services, One Center Plaza, 120 W. Fayette Street, Rm. 334A, Baltimore, Maryland 21201. Late Bids will not be accepted.

You may obtain a copy of this Written Solicitation from the eMaryland Marketplace website at www.emarylandmarketplace.com. See solicitation number **VOOSO259911**.

Upon receipt of this Written Solicitation please acknowledge by E-Mail to anderse@djs.state.md.us.

If you have any questions, please submit them to my office as soon as possible via fax or email. The fax number is 410-333-4191. You may email me at anderse@djs.state.md.us.

Minority Business Enterprises (MBE's) and small businesses are encouraged to respond to this solicitation as a primary Contractor and are encouraged to obtain certification.

All questions related to the MBE certification process should be addressed to the Maryland Department Of Transportation, Minority Business Enterprises, P.O. Box 8755, BWI Airport, Maryland 21240-8755. You may contact them by voice mail at 1-800-544-6056 or by E-Mail at www.mdot.state.md.us.

If the prospective Bidder is a certified minority Contractor, the certification number must be provided in a cover letter.

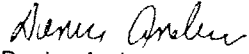
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If you are unable to obtain a copy from our website, please call Denise Anderson at 410-230-3469 for assistance.

If you do not intend to respond to this procurement, please take a moment to fill out the Non-Bidders Response Form and submit it to my office at the above fax number. This information is required by the Department of Budget and Management to ensure outreach methods were made to seek vendors and to get feedback regarding this solicitation.

Sincerely,

A handwritten signature in cursive script, appearing to read "Denise Anderson".

Denise Anderson
Office of Procurement

C: Bid File